

ECONOMIC DEVELOPMENT COMMITTEE [EDC]

*DRAFT-1 MEETING MINUTES*

8:00 a.m. August 15, 2023 at Wolfeboro Town Hall

84 South Main Street, Wolfeboro NH 03894

**Members Present:** Lucy Van Cleve (Chair), Barry Elliott (Co-Chair), Brian Deshaies (BOS Representative), Mary DeVries (Alternate), Cindy Fournier, Linda Murray (Alternate BOS Representative)

**Guest:** Katy Peternel, NH State Representative - Carroll District 6

**Absent Members/Alternates:** Carrie Duran, Kathy Fairman, Gretchen Gandini (Alternate), David Maher, Liz Baker McClain, Jeremy Roberge

**Absent Staff:** Tavis Austin

**The Meeting was called to order in the Great Hall at 8:00 a.m. by Chair Lucy Van Cleve.**

**Consideration of Previous EDC Meeting Minutes:** [B. Elliott, M. Devries correct 7/18/2023 Draft Minutes]

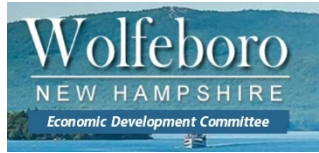
**Correction to an Error in the May 16<sup>th</sup> 2023 Meeting Minutes:** Brian Deshaies was misquoted on page 2, regarding the Proclamation for the inaugural Lake Winnepesaukee Day, a community event which took place in Wolfeboro on the evening of August 11<sup>th</sup> 2023.

- What should have been written in the Minutes: "Brian Deshaies said that he reached out to the Governor, at least one U.S. Senator, at least one U.S. Representative, and at least one State Representative: some of whom might be willing to make a Proclamation in support of the inaugural Lake Winnepesaukee Day, scheduled for August 11<sup>th</sup> 2023."
- ~~To be deleted from the Minutes: "Brian Deshaies said he spoke with the Governor and State Representatives: they are willing to make a Proclamation."~~
- The Recording Secretary regrets this error.

**Katy Peternel, NH State Representative - Carroll District 6** had a concern that the invitation to a community event organized by EDC was not inclusive of all State Representatives. She asked that future invitations to community events organized by the Wolfeboro Economic Development Committee, as a courtesy, be extended to all State Representatives regardless of their party affiliation. She also had a concern about the format of the information flyer for this event.

**L. Murray** assured State Representative Peternel that any oversight about the invitations and/or the format of the information flyer were not intentional.

**At 8:30 a.m. Barry Elliott made a motion for the discussion to move to the next topic on today's Agenda. Seconded by Lucy Van Cleve. Approved (3-0-0).**



**a) PSI Molded Plastics Update:**

**B. Deshaies** {was proposal to retain PSI Molded Plastics presented to the Board of Selectmen, is there agreement about preparing a Warrant Article}?

**b) Mount Washington Community Day:** to take place 8/9/2024, conflict w/ Lake Winnepesaukee Day.

**c) Follow-up to 8/11/2023 inaugural Lake Winnepesaukee Day:**

**L. Murray** said she received comments about the timing of the closure of the dockside parking lot.

**B. Deshaies** said this event had a very good turnout, the volume of business activity was similar to that of Wolfeboro's July 4<sup>th</sup> event. He was hoping to work with the Town Police Department for this event; however, that did not happen this year. The outdoor food stands worked well, there was a great deal of demand at the Lions Club food stand and at two food trucks.

**L. Van Cleve** received comments from some of the restaurants who wanted to be "closer to the action."

**M. Devries** asked if the Laser Light Show affected the timing of the parking lot closure?

**B. Deshaies** described the Laser Light Show as impressive. Boats on the water had a great view!

Also, a Laser Light Show does not generate debris that falls into the lake.

**L. Murray** suggested that better coordination take place next year, for the closure of the parking lot.

**B. Deshaies** cited participation of 50 different groups, including vendors and non-profit organizations.

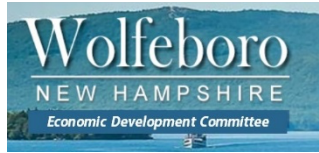
- He said that PSI Molded Plastics should have been formally invited to Lake Winnepesaukee Day.
- The size/activities of downtown events merit an upgrade to the electrical infrastructure: what is needed for next summer is an array of dedicated outdoor electrical outlets to safely avoid abrupt losses of power [which almost happened a couple of times this year].
- On another topic, there is \$750 left over from the total funds raised for this event, which was \$10,750.
- The \$750 surplus must stay with the Lake Winnepesaukee Day event. One option could be for the planning of the 2024 Lake Winni Day to begin earlier.
- **L. Van Cleve** said another option could be for the \$750 to be donated to the non-profit organizations that participated in Lake Winni Day this year.

**d) Facebook Page:**

**L. Van Cleve** complimented the official Facebook Pages of the Lake Winnepesaukee Day and the Economic Development Committee. Many thanks to Carrie Duran for all her work on these projects! She suggested that the Facebook Pages be used frequently, to communicate with the community about what is going on in Wolfeboro at any given time.

**M. Devries** read a message to the Committee from Carrie Duran.

**e) Harriman Hill Phase III** has received all Planning and Zoning approvals from the Town.



f) **EDC Housing Seminar** can be scheduled in tandem with the Total Solar Eclipse that will occur on Monday afternoon, April 8<sup>th</sup> 2024.

g) **Fall Recap, Canvassing and Possible Dates for this Event:**

**B. Deshaies** asked if it would it be possible to compile a list of non-Chamber businesses in Wolfeboro?

**B. Deshaies and L. Van Cleve** said they spend many hours canvassing downtown businesses for this event.

**M. Devries** said canvassing can be done person-to-person, on-line, w/ social media, by distributing flyers.

**L. Van Cleve** said the Fall Recap event previously took place on a Tuesday or Wednesday because some downtown businesses are busier later in the week.

**B. Deshaies** asked about Wednesday, November 8<sup>th</sup> 2023?

**L. Van Cleve** asked about Thursday, November 9<sup>th</sup> 2023?

**C. Fournier** previously attended the Fall Recap as a private citizen: it was a very interesting event.

**L. Van Cleve** said there are typically six tables with seating that is mixed between different businesses.

**Other Business:**

h) **2023 Budget Review:**

**L. Van Cleve:** \$16,932 [EDC members who received and viewed 2023 Budget spreadsheet can explain what this number means].

**M. Devries** re: status of payment to the Mt. Washington Valley Chamber.

**L. Van Cleve** made the annual payment to Constant Contact, the goal is for EDC to communicate more.

**L. Murray** asked about Encumbered Funds?

**B. Deshaies** asked about the use of NHMA [New Hampshire Municipal Association] and Radio WMUR?

**L. Van Cleve** re: status of advertising in Yankee Magazine.

**M. Devries** asked about a Retention Budget?

**L. Van Cleve** said about \$2000.

**L. Murray** suggested creating a simple table to track what EDC has spent to date, and what is left in the budget [table can be updated monthly, see WWC Meeting Minutes].

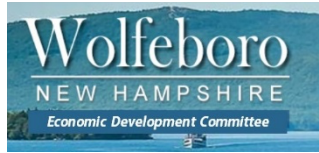
i) **Jolly Trolley:**

**L. Murray** asked to brainstorm about a good way to support Kathy Fairchild's Trolley Service, which needs support, although funds cannot come from the EDC.

**B. Deshaies** suggested to lock in Trolley Service for Lake Winnepesaukee Day 2024 sooner than later. If we wait too long, the Trolley Service will be booked for private events.

j) **2023 Advertising**

k) **EDC Financial Support for Lake Winni Day [August 2024] and the Block Party [Sept 2024]**



### **Board of Selectmen [BOS], Update:**

**ADA Requirements for Public Sidewalks**, **L. Murray** said the presence of tables and chairs on public sidewalks continues to be an issue in the downtown business area. She needs more discussion and ideas from the EDC.

- Covid has changed how people need to use outdoor space.
- Public sidewalks must conform to ADA standards, any obstructions on public sidewalks must be avoided.
- A survey is needed of the public sidewalk situation, ideally sooner than later, as now the downtown pedestrian activity is at its peak.

**B Deshaies** suggested the minimum clearance at a public sidewalk should be 44". He feels 36" is not adequate when considering the variety of users and needs; for example, people who need a walking cane or a wheelchair, young children who are holding a parent's hand, baby strollers, etc. He said most public sidewalks are 6.5 feet to 11.5 feet wide, so a 44" minimum clearance should be possible.

**L. Murray** said she will search for surveys.

**M Devries** said she likes benches, they take up less sidewalk space but still offer some outdoor seating. She has a friend who's been blind most of her life, they were walking together downtown: it seems like a challenging environment for a person with a disability to navigate.

**Stewart Ambulance Service**, **L. Murray** said Stewart will not be renewing their contract with the Town of Wolfeboro. In response, BOS put out an RFP [Request for Proposal] from other Ambulance Service providers. The proposals received by BOS ranged from \$900K to \$1.4 million per year. BOS decided to have the Town Manager ask the Wolfeboro Fire & Rescue Department for a Proposal for a 5-Year Contract for Ambulance Service.

**B. Deshaies** said 50% of the Ambulance Service in New Hampshire is private.

**NHDOT Will be at Town Hall on Thursday, 8/24/2023 at 6:00 p.m. to Discuss Route 28 Improvements.**

**Town Hall will be closed on Friday, 9/15/2023 for Employee Appreciation Day.**

**New Boundaries to Prohibit Winter Trail Use In Vicinity of Sewage Treatment Plant**, **B. Deshaies** explained that clear restrictions are needed for people to maintain a greater-than-100-foot distance from the Sewage Treatment Plant year-round, and to prohibit activity on winter trails that are located closer than 100 feet. This is because the Sewage Treatment Plant needs enough area for a "spray field" to work properly; however, the air is not safe to breathe when a person is too close to the "spray field."

**At 9:50 a.m. Barry Elliott made a motion to adjourn the meeting. Seconded by Lucy Van Cleve. The motion was approved unanimously (4-0-0).**

Meeting Minutes respectfully submitted by the Recording Secretary,  
*Elvia M. Nicolescu*